

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
MARCH 1, 2012
Room 206 Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:30 p.m. by Mr. Butensky, Chair.

Members present: Jeffrey Butensky, Chair
 Nathan Maltinsky, Vice Chair
 John Northgraves, Treasurer
 Pamela Rheaume-Mustard
 Raymond Normandin
 David Baker (Arrived 8:00pm)
 Anne Rich
 Craig Schultz

Members absent: Catherine MacInnes
 Donald Hendon

Also present: Candace Loewen, Executive Director, Millis Housing Authority

**Public Housing Preservation Project Presentation (File # 2012-011)
Millis Housing Authority
Candace Loewen**

Ms. Loewen presented the application. She stated that the Millis Housing Authority is requesting \$387,887.87 for replacement of windows and roofing in order to preserve the structural integrity of its buildings. According to Ms. Loewen, they had requested funding from the State Department of Housing & Community Development (DHCD) for these projects, however, the repair of a large retaining wall at the Daniels Street units was deemed an “emergency project” and the funds were used for the immediate repair. As Ms. Loewen explained, state funding for these types of projects have been cut severely. The Millis Housing Authority functions on a limited budget and is not a subsidized Housing Authority, she said.

Ms. Loewen explained the breakdown of the projects:

- King Terrace – roof replacement
- Kennedy Terrace – window replacement
- Daniels Street Apartments – window replacement
- Daniels Street Apartments – exterior siding replacement
- Daniels Street Apartments – wood porch railings & steps replacement

Ms. Loewen stated that all projects approved will follow state guidelines for procurement and they will require any company completing work to be OSHA certified and apply prevailing wage. She would schedule the roof work first, then windows, and lastly the siding work. The total cost of roofing would be \$84,016.00. The Committee requested that Ms. Loewen break down the three projects with dollar amounts for each. She stated she would do as requested.

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Ms. Loewen stated that these housing developments are valuable assets to the town for residents who can no longer afford to live in their present homes due to high cost, etc. It is also comforting, she said, for families, elderly, and the handicapped residents to know that they do not have to leave the community that they love, but that they have a valuable resource within the town that they can afford.

Mr. Normandin stated that the neighbors would be happy by improving the appearances of the developments and that hopefully, in the long run, it would allow for more housing in the future.

The CPC scheduled a site visit with Ms. Loewen for Saturday, March 31, 2012, at 10:00 a.m. at the 310 Exchange Street address.

Other Business:

**Recreation & Wildlife Application (File# 2010-007)
Braun Land Environmental Assessment**

The CPC received an invoice in the amount of \$2,819.20 from CEI, Inc. for the balance of their 21E Assessment work. On a motion made by Mr. Butensky, seconded by Mr. Northgraves, it was voted unanimously to approve the invoice for payment. No further fees should be incurred for this project.

A motion was made by Mr. David Baker, seconded by Mr. John Northgraves, that the Community Preservation Committee recommends that the Board of Selectmen exercise the Town's right, under the first right of refusal option, to purchase the Chapter 61A Braun property on Turner Street. By a unanimous vote of 0-7, all were opposed. Voting on this motion was: Mr. Jeffrey Butensky, Mr. Nathan Maltinsky, Mr. John Northgraves, Mr. David Baker, Ms. Pam Mustard, Mr. Ray Normandin, Ms. Anne Rich. The CPC does not support the purchase of the property using Community Preservation Act funds.

The status of the CPC application submitted by Mr. Braun is denied.

New Business:

**Permanent Building Committee
New Library – Archival Section “Specialized” Items
Informal Discussion – Craig Schultz**

Mr. Schultz, representing the Permanent Building Committee, discussed the new library. He stated that the PBC had been in discussions regarding the archival section of the history room proposed at the new library. He stated that there is a “baseline” of things allocated under the original library design, however, other items have not been provided for; such as a dedicated HVAC system, lockable cabinets, display cases, tables, etc. It was requested by the PBC that he discuss this with the Committee for guidance.

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According to Mr. Schultz, it would cost approximately \$30-35,000.00 to fund all items, and \$15,000.00 to fund a portion of the items. He stated that if the CPC felt this request would fall under the purview of the CPC, the Permanent Building Committee would file a formal application.

Mr. Baker suggested that Mr. Schultz provide a “menu” of items they wish to purchase for the CPC to review. Mr. Baker felt that the HVAC system would probably not be eligible, however, specialized display cases may be. Mr. Schultz will report back to the PBC and come up with a “special items” list.

Draft Warrant Article

On a motion made by Mr. Northgraves, seconded by Mr. Maltinsky, it was voted unanimously to approve the draft warrant article as written below. Amounts to be voted on at a later date.

To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2013, with each item to be considered a separate appropriation; or act in any manner relating thereto.

Minutes

On a motion made by Mr. Baker, seconded Mr. Northgraves, it was voted unanimously to approve the minutes from February 2, 2012, as written.

Adjourn

There being no further discussion and on a motion made by Mr. Baker, seconded by Ms. Rich, and voted unanimously, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Camille Standley
Department Assistant